

# COT MEETING MINUTES

## COMMISSION ON TECHNOLOGY

Friday, November 9, 2012

10:00 AM - 11:30 AM

ARIZONA SUPREME COURT  
Administrative Office of the Courts  
1501 W. Washington  
Phoenix, AZ 85007

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### CONFERENCE ROOM 119 A/B

#### MEMBERS PRESENT

Kent Batty  
Randolph Bartlett\*  
Michael Baumstark  
Raymond Billotte  
Bennett Evan Cooper  
Scott Bales, *Chair*  
Michael Jeanes  
Dennis Kavanaugh\*  
Gary Krcmarik  
Sheri Newman (*Virlynn Tinnell, proxy*)  
John Rezzo  
Delcy Scull\*  
Roxanne Song Ong  
Lawrence Winthrop  
Garye Vasquez\*

#### GUESTS

Myron Pecora, *TAC*  
John Barrett, *CACC/TAC*  
Charles Drake, *PCCJC*  
Keith Bee, *PCCJC*  
Lisa Royal, *PCCJC*  
Rich McHattie, *CACC*  
Matias Tafoya, *Mesa Muni Court*  
Rona Newton, *PACC/CACC*  
Michael Pollard, *CACC*  
Paul Thomas, *CACC*

#### MEMBERS ABSENT

Travis Cutright

#### AOC STAFF

Stewart Bruner, *ITD*  
Eric Ciminski, *ITD*  
Melissa Hinojosa, *ITD*  
Karl Heckart, *ITD/TAC*  
Pamela Peet, *ITD*  
Adele May, *ITD*  
Renny Rapier, *ITD*  
Mary Kennedy, *ITD*

# COT MEETING MINUTES

## WELCOME AND OPENING REMARKS

Hon. Scott Bales, Chair

Vice Chief Justice Scott Bales, Chair, called the Commission on Technology (COT) meeting to order just after 10:00 a.m. He welcomed new member Ray Billotte then called the roll of members on the phone and at the table. Staff confirmed that a quorum existed.

Justice Bales called members' attention to a handout containing the dates for next year's meetings of COT and the subcommittees. He thanked Melissa Hinojosa for her work on compiling the dates. The chair then explained that the minutes from the September 14, 2012 meeting had changed slightly as a result of input and requested discussion about the minutes or the changes.

**A motion was made and seconded to approve the minutes of the September 14, 2012 Commission on Technology meeting as they appear in members' packets. The motion passed unanimously.**

**TECH 12-25**

## EXCEPTION REQUEST: PCCJC'S ADOPTION OF THE AGAVE CASE MANAGEMENT SYSTEM

Hon. Keith Bee, Lisa Royal

Presiding Judge Keith Bee provided a high-level overview of the Pima County Consolidated Justice Court (PCCJC), issues with the legacy case management system (CMS), and the advantages to his court of obtaining a new CMS. Judge Bee focused on the complex calendaring needs of his consolidated court, the fact that over 40 law enforcement agencies file into the court, and his court's unique acceptance of felony filings. Court Administrator Lisa Royal emphasized the lack of data validation within the system, lack of case ageing information, low security, and high susceptibility to error associated with the current CMS, NIHIL. She recapped the advantages of using AGAVE and briefly described the technology governance framework in place. Lisa stated that the superior court is collaborating in the effort and emphasized the synergy provided by both courts using the same system, like in Maricopa County. No funding outside the court is being requested for the project nor are any Administrative Office of the Courts (AOC) resources.

In closing Judge Bee communicated his goal of having a functional replacement system in advance of the court's move to a new courthouse in 2015 and emphasized that every NIHIL outage costs the court several days recovery time.

**A motion was made and seconded to approve the exception requested by PCCJC to adopt the AGAVE case management system instead of the state-standard AJACS case management system with the condition that the project be monitored by CACC including standard monthly reporting. The motion passed unanimously (Kent Batty abstaining).**

**TECH 12-26**

# COT MEETING MINUTES

## PROPOSED REVISIONS TO DIGITAL RECORDING STANDARDS

Mr. Stewart Bruner

Stewart Bruner, Strategic Planning Manager for the AOC Information Technology Division, reviewed the background and details of a set of revisions proposed for ACJA § 1-602 governing the use of digital audio recording for court proceedings. Stewart informed members that the current text contains a provision that COT review the audio recording standards and best practices annually. AOC Court Services Division collaborated on suggested changes with input from recording specialists in Maricopa Superior Court and the Arizona Supreme Court. He stepped through the most significant changes they suggested.

Stewart requested input from members regarding the duties of transcript coordinator and authorized transcriber elaborated in the proposed revision. He informed members of the other bodies that will review the document in conjunction with posting on the code section review website.

Members discussed several specific requirements that appear in the document as well as the appropriate length of time between reviews. The chair reminded members that the approval sought is only for enabling posting to receive further comments from a wider audience.

### MOTION

**A motion was made and seconded to approve the posting of the proposed amendments to ACJA § 1-602 to the code section comment website, as presented. The motion passed unanimously.**

**TECH 12-27**

## INPUT TO NEXT STRATEGIC AGENDA FOR ARIZONA'S COURTS

Hon. Scott Bales

Justice Bales outlined the lengthy timetable for development of the next strategic business agenda that will be approved by AJC as the term of the next chief justice begins. He displayed a timeline of activities which calls for input to be forwarded from the subcommittees of the Arizona Judicial Council by March. Since COT does not meet again until February 15, the chair proposed using an ad hoc subcommittee to generate ideas for approval by members at the meeting. Certain members have already expressed a willingness to serve: Judge Song Ong, Kent Batty, and Ben Cooper. Members discussed the need to allow latitude for the chair to name other members beyond those who have volunteered. Other interested members are welcome to contact the chair to express willingness to serve or contribute technology considerations to the subcommittee.

### MOTION

**A motion was made and seconded to approve the formation of an ad hoc subcommittee, having membership at the discretion of the COT chair, to assist in development of the next strategic agenda for the courts. The motion passed unanimously.**

**TECH 12-28**

Stewart will staff the ad hoc subcommittee and handle logistics for the meetings.

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## CALL TO THE PUBLIC

Hon. Scott Bales

After hearing no further discussion from members or the public, the chair issued a reminder about the next meeting on February 15. He entertained a motion to adjourn at 11:00 a.m.

## Upcoming Meetings:

February 15, 2013	AOC – Conference Room 119 A/B
June 6 & 7, 2013	AOC – Conference Room 106

## MEETING ADJOURNED

11:00 AM